

**CONFIDENTIAL**

28 MAY 1970

MEMORANDUM FOR: Director of Communications  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training

SUBJECT : Consolidated Report on Information Handling  
and ADP Management

REFERENCE : (a) Memorandum (DD/S 69-5517), same subject  
dated 9 December 1969

(b) IHC-D-130/4, dated 1 May 1970

(c) BOB Circular A-79, dated 23 May 1967

1. Reports for the second half of FY - 1970 on ADP Accomplishments and Information Handling required by the Bureau of the Budget Circular A-79 and IHC-D-130/4 are due in O/PPB by 20 June 1970. I will need your submissions by 15 June 1970.

2. The attached formats should be used in preparing your 1 January-30 June 1970 reports. These formats are basically the same as those furnished for the July-December 1969 report. Sections III and IV are required for the second half of the fiscal year reporting period. Supplemental reporting requirements and procedures specified in paragraph 2 of reference (a) are to be observed in the preparation and processing of the current consolidated IHC-BOB report. Additionally, the security classification for each item should be indicated separately. (The main IHC report for the USIB and the PFIAB is SECRET; TS and special controlled items would be reported as an annex.)

3. Your office reports are requested in duplicate.

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ILLEGIB

DD/S Information Processing Coordinator

GROUP 1  
Excluded from automatic  
declassification